

PROPERTY OWNER CONTACT FORM

Municipality: Town of Acton Project Number: 604531

Project Name: Assabet River Rail Trail

Property Owner: Robert Anderson and John Anderson

Property Address: 4-22 Main Street

Easement Number(s): Permanent A-E-20, A-E-21, A-E-15, A-E-22, and A-E-23

Temporary: A-TE-28, A-TE-30, A-TE-29, A-TE-54, A-TE-32, A-TE-49

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1. First Contact:

Date: 4/6/15

Method of Contact: Delivery Service

Remarks:

Sent letter explaining the easement acquisition process and offering appraisal site visit.
Attachments including the Federal Aid Acquisition Guide for Property Owners,
Appraiser's Affidavit and corresponding plan sheet.

2. Second Contact

Date: 4/8/15

Method of Contact: Phone

Remarks: Called on phone, scheduled site visit with appraiser.

3. Third Contact

Date: 4/16/15

Method of Contact: In Person

Remarks: Met with the appraiser and John on the property to discuss the easements.

4. Fourth Contact

Date: 7/8/15

Method of Contact: Certified Mail

Remarks: Mailed Written Offer and letter notifying of the Selectmen's meeting on 8/11/15 to accept easements. Additional attachment included were: Federal Aid Acquisition Guide for Property Owners, Review Appraisal Report and Just Compensation Report, Draft Temporary Easement Agreement, Donation Certificate and Plan Sheet.

5. Fifth Contact

Date: 7/20/15

Method of Contact: In Person

Remarks: Met on site to review appraisal and review easement location areas.

6. Sixth Contact

Date: 08/04/15

Method of Contact: In Person

Remarks: Met on site to discuss easement agreement language.

7. Seventh Contact

Date: 08/07/15

Method of Contact: Phone

Remarks: Spoke with John about the existing mortgage with Middlsex Savings bank which would require a subordination agreement with the Town and Middlsex Savings Bank.

8. Eighth Contact

Date: 08/26/15

Method of Contact: In Person

Remarks:

Dropped off check at 20 Main Street Office.